

COMMITTEE of the WHOLE COMMITTEE
BUDGET WORKSESSION MINUTES
May 7, 2013

The Committee of the Whole met on Tuesday, May 7, 2013 in the Council Chambers, located on the second floor of the Administration Building, at 12:00 p.m. to continue deliberations for the FY2013-14 Recommended Budgets. Mr. Banning, Committee Chairman, presided.

Councilman Kinard gave the invocation.

Members Attending:

William B. Banning, Sr., Chairman
James E. Kinard, Jr.
Kent Collins
Bobby C. Keisler
M. Todd Cullum

Johnny W. Jeffcoat, V Chairman
Frank J. Townsend, III
*Debra B. Summers
K. Brad Matthews

*Ms. Summers arrived after the worksession was already in progress.

Also attending: Joe Mergo, III, County Administrator; Randy Poston, Chief Financial Officer; other staff members, citizens of the county and representatives of the media.

In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, and posted on the bulletin board located in the lobby of the County Administration Building.

The Budget Worksession video for this meeting can be viewed in its entirety on the Lexington County Video Web Portal at www.lex-co.sc.gov.

FY 2013-2014 Continuation of Department Presentations on Requests for Additional Staff from April 30, 2013 Budget Worksession

Mr. Mergo reported two items from Fleet Services have been removed for consideration: one Nitrogen Generator/Compressor at \$7,000 and one Diagnostics Analyzer/ Bi-direct Comp Program at \$5,560. He said funds have been found within this year's budget for the items.

General Fund

- **Law Enforcement - Sheriff's Department - Col. Allan Paavel** - Col. Allan Paavel was available to answer questions for the Law Enforcement Division.
 - **Law Enforcement Administration**
 - **Law Enforcement Operations**
 - **Law Enforcement Jail**

Mr. Banning opened the meeting for discussion.

Mr. Keisler recommended placing the Sheriff's Department request on the list for consideration.

Mr. Kinard said he wanted to be more specific and recommended the following for consideration:

- (4) Deputies at \$473,396
- (1) Investigator at \$119,957
- (3) Jail Officers at \$177,213
- (1) Jail Sergeant at \$68,450

Mr. Kinard said that gives us a total of \$779,020 to carry forward for final review and still gives us room to hear from capital requests and stay within CPI and Population.

Mr. Matthews asked do you mean stay within all current CPI and Population or with an increase.

Mr. Kinard responded all of that would be an increase but we are limited to CPI and Population without going back. He said just trying to find somewhere we can increase service and still have room for some capital items.

Col. Paavel said the only thing that he would ask if this consideration is to limit the staff that has been proposed to allow them to go back and have an opportunity to discuss these changes and maybe make an alternate recommendation.

Mr. Kinard said this was just his recommendation.

Mr. Cullum asked Mr. Kinard to recap his proposal. He said what he has done is put right at \$780,000 in personnel costs leaving a balance of approximately \$400,000 for capital and we heard last time that the total capital request is around \$815,000. Mr. Cullum said that appears to be half of the capital that he has requested plus the personnel that you suggested to stay within that CPI and Population number which is about \$1.1 million.

Mr. Kinard said \$1,118,017 is Population and CPI and if we are at \$780,000 with just these positions carrying forward that limits what we can do as far as anything else. We would obviously give staff the option to reconfigure some of the department's personnel options.

Mr. Banning said another approach might be that if we are going to add Population and CPI increase, then let the Sheriff decide his budget within his millage.

Mr. Kinard asked does not the budget document say that Council has to approve every position as far as new positions.

Mr. Banning responded that is true but if we are going to limit the Sheriff's Department in anyway then we just need to let him have his millage and he has to decide which positions he wants to put into the budget.

Mr. Cullum said we asked the Sheriff to put a strategic plan together much like what we have done ourselves on the Administration side and last year he just starting implementing that plan. He said he would really like to see that go through and we understood that when it was proposed to us at a minimum it would be CPI to implement the plan.

Mr. Collins asked if CPI and Population would help implement the Sheriff's Department strategic plan as a whole.

Col. Paavel responded that it would not allow the department to get everything but it would get them further in the direction of their strategic plan.

Mr. Collins said and your goal is to make Lexington County a safer place and make it a better place to live. He said you feel as if Population as well as CPI would aid you in your endeavor.

Col. Paavel responded at a minimum that is what the department would need in order to keep up with the current demands and continue to make Lexington County the best place to live. He said people are aware that crime is rising in other locations and we are still able to try to keep a lid on it but we are not going to maintain that if we do not have additional resources.

Mr. Banning said we are not voting as we go; we are either moving it to a consideration list for later or killing it, one of the two.

Mr. Matthews asked what is the final recommendation? Moving forward with the CPI and Population for the recommendation list or go forward with positions or have staff return with recommendations?

Mr. Banning said if Council has made up their mind we are going to go with the Population and CPI increase. He said we instructed our Administrator to bring us a budget based on current funding; not an increase now. We will need to reconsider many other options.

Mr. Kinard said he did not know who made the decision but his was to bring forward for final consideration. Final consideration is when we decide to do CPI or Population.

Mr. Cullum said he agrees with Mr. Chairman and Mr. Kinard that both are right in that if it is the mood of the body to move forward with that he thinks we are still owed a plan of what they are going to do with the CPI and Population. He said he would like to make sure we are keeping with our strategic plan and the Sheriff should have the flexibility to work within those parameters.

Mr. Banning said he totally agrees. But are we asking staff to bring us back an alternate plan that would show what they would do with the funding on CPI and Population growth to meet some of the needs.

Mr. Cullum said that would be his desire.

Mr. Banning asked staff to return with alternate recommendations.

Non - General Fund

- **Economic Development** - Mr. Banning asked to delay Economic Development as Mr. Chuck Whipple, Economic Development Director, is out with a major company at this time.
- **Building Services** - Mr. Keisler asked to reconsider Building Services' new position request. Staff's request is for one Projects / Dispatch Clerk, Grade 8 at \$53,909.

Mr. Banning opened the meeting for discussion. Hearing no opposition, Building Services' request was put on the list for consideration.

- **Public Defender - Rob Madsen, Public Defender - Requests: 1) Public Defender Magistrate Court - Grade 19 - \$65,153; Book 2, Page 130; and 2) Public Defender Family Court - Grade 19 - \$62,653; Book 2, Page 129** - Mr. Madsen presented staff's request for two additional assistant public defender positions, an attorney for the Magistrate Court and the Family Court. He reported that they are mandated to provide service for the Magistrate Court which has made a tremendous difference in the past four months in Criminal Domestic Violence (CDV) Court. Mr. Madsen said the second position requested for Family Court would assist with cases to keep from housing individuals in the County Jail. He reported also that he was approached by the Solicitor's Office about a new system they want to develop for juveniles and would need a dedicated public defender to run the system. Total cost estimated for both positions is \$127,806 up to possibly \$150,000 which would put the County contribution at \$535,000. Mr. Madsen said the Solicitor's office is receiving approximately \$2.6 million from the County. The Public Defender's office handles about 75 percent of the cases that the Solicitor's Office prosecutes but only gets 13 percent of what their funding is and is why they cannot dedicate individuals to these two positions.

Mr. Banning opened the meeting for discussion.

Mr. Madsen provided information on Rule 608 - Pro Bono where they have a list of attorneys that provide legal services for just their General Sessions' cases and bill OID (South Carolina Commission on Indigent Defense). He said they do not provide services for Magistrates.

Mr. Banning asked how much state funding does the Public Defender receive?

Mr. Madsen responded that it fluctuates. He said they receive various monies from the state but it is not necessarily static, we get an appropriation, we get a supplemental that is static, we also receive money from different fines and fees - Magistrate Court fines and fees, collection, civil fines and fees, also there is a public defender fee - so they fluctuate but his guess is right around \$6-700,000. He said again it depends; they base their budget on last year's amount.

Mr. Banning asked if the Public Defender's office services Saluda and Edgefield counties.

Mr. Madsen said that is correct. He reported the budget includes all the Public Defender employees who are Lexington County employees with the exception of him, he is a State employee, and an administrative assistant with only one public defender based permanently out of Saluda/Edgefield/McCormick counties. The \$600,000 funding he is talking about is circuit-wide.

Mr. Banning asked if he had requested additional funds from Saluda/Edgefield/McCormick counties.

Mr. Madsen responded that they have in the past but they are woefully underfunded out there. When he started they received \$7,000 from Saluda now up to \$20,000 and McCormick started at \$19,000 now up to \$21,000. The services requested are just for Lexington County.

Mr. Matthews asked if they had to choose between Family Court and Magistrate Court which one would he choose.

Mr. Madsen replied they have to do Magistrate Court, which is constitutionally mandated. And, Family Court is dealing with kids.

Mr. Collins asked for Mr. Madsen to read for the record the population and county funding for Beaufort, Dorchester, and Orangeburg counties. Mr. Collins said the point is that Beaufort County census population is 162,233 and they fund the public defender's office at \$736,949; Dorchester's population is 136,555 and they fund the public defender's office at \$598,525; and Orangeburg is 92,501 and funds them \$544,680 whereas Lexington County's population is 262,391 and we fund \$386,500.

Mr. Kinard said nothing against the Public Defender but this is another state function that the County is mandated to provide for and supposed to be funded by this local government fund. As of this past year it has cost the County \$11 million and of that we net out \$8 million of what the State actually sends. That is why we have this gap as to the funding. He said it is not the Public Defender but a lot others.

Mr. Mergo asked if the Public Defender has been cut by the State in the past couple of years.

Mr. Madsen replied yes.

Staff was asked to work with County Finance to develop a spread sheet containing all the counties with the number of public defenders and how many solicitors are assigned to those respective counties. Then the number of cases that are actually generated compared to the proportionate funding versus census.

The Committee recommended staff's request for consideration.

FY 2013-2014 Department Presentations on Requests for New Programs and General Discussion

General Fund

- **Law Enforcement - Sheriff's Department - Col. Allan Paavel - Request: Physical Fitness Program - \$60,000; Book 1, Page 123** - Col. Paavel provided information for staff's request for the Physical Fitness Program estimated at \$60,000 per year. He reported that funding was not set aside in their recommended budget but requesting for consideration should additional funding become available.

Mr. Banning opened the meeting for discussion.

The Committee requested staff to include item in the Sheriff's revised budget with CPI and Population.

- **Procurement - Procurement - Jeff Hyde - Request: E-Procurement Online Bidding - \$50,786; Book 1, Page 16** - Mr. Hyde presented staff's request for a new E-Procurement Online Bidding program which will improve productivity as well as reduce paper handling. He reported that Lexington County would be the leader in promoting E-Procurement within the State of South Carolina. Mr. Hyde said implementing the system would require a one-time software purchase of \$29,050 with an annual maintenance of \$21,736 totaling \$50,786.

Mr. Banning opened the meeting for discussion.

Mr. Matthews asked about charging a vendor fee to help pay for the system, maybe consider a minimal yearly fee.

Mr. Mergo reported this system could potentially avoid or even delay adding new procurement staff.

Mr. Lynn Sturkie, IS Director, provided information on the cost of the system.

The Committee recommended staff's request for consideration.

- **Treasurer - Jim Eckstrom, Treasurer - Request: Tax Billing System Replacement -\$171,000; Book 1, Page 27 (Recommended)** - Current system is shared with the Auditor's office; system is old and was developed for the County years ago.
- **Auditor - Chris Harmon, Auditor - Request: Tax Billing System Replacement - \$191,630; Book 1, Page 29 (Recommended)** - shared with the Treasurer's office.

Mr. Harmon presented information for a new program to replace the current tax billing system for both the Auditor's and Treasurer's office. He reported that the current system is over 15 years old. This is already listed on the Administrator's recommended budget. The total cost for the Tax Bill System is \$362,710.

Mr. Banning opened the meeting for discussion.

The Committee asked if the current tax bill could be more user friendly.

Mr. Lynn Stuckey, IS Director, provided additional information on upgrading the current system.

Mr. Banning reported the request is in the Administrator's recommended budget and is split between the Auditor and Treasurer.

- **Animal Control - Billy Derrenbacker - Animal Services Coordinator, Animal Services - Request: Animal Shelter Expansion - \$359,243; Book 1, Page 60** - Mr. Mergo presented the Animal Services' request in Mr. Derrenbacker's absence. He reported there has been a request from the City of West Columbia and City of Cayce about the County taking over the housing of the animals picked up by their Animal Control Division. An agreement has been drafted and sent to each municipality. Mr. Mergo said the estimated capital cost to construct a facility to house these extra animals is estimated at \$250,000 which would be a one-time cost. Part of the proposed agreement requests that both municipalities split the cost of the estimated \$250,000 at \$125,000 each or 50 percent each if the bids come in at a higher amount. The initial startup for the first year would be \$359,253 with \$250,000 being a one-time expense to be reimbursed by the municipalities. Mr. Mergo reported that the County would be looking at an ongoing cost of \$109,000 annually to the Animal Control budget.

Mr. Banning opened the meeting for discussion.

Mr. Cullum requested to place the request on the list for consideration.

Mr. Banning added that both municipalities would maintain their animal control officers and continue to provide service with County assistance by providing a facility to house the animals.

Mr. Mergo reported West Columbia and Cayce are the only two remaining municipalities that have not adopted the County's animal control ordinance.

The Committee recommended staff's request for consideration.

- **Fire Service - Brad Cox, Chief Coordinator, Public Safety/Fire Service - Requests: 1) Consulting Fee for Mobile Data Terminals - \$20,000; Book 1, Page 82 (Recommended), and; 2) Highway 321/I-26 Corridor Fire Station - \$2,998,958; Book 1, Page 83** - Chief Cox presented two requests for consideration. He reported that the first item is consulting fees to evaluate and recommend a mobile data system for Fire Service fire apparatus as per their strategic plan estimated at \$20,000. Mobile data will be "Floor Plans" of commercial property only; not residential.

Mr. Banning opened the meeting for discussion.

Mr. Cullum asked if this was going to be done in conjunction with moving in to the new Emergency Operations Center (EOC).

Chief Cox responded it is actually a Tough Book, laptop type computer, which will be inside the fire apparatus to access the property floor plan with facility information at the scene of an incident.

Mr. Kinard suggested for the Hwy 321/I-26 Corridor Fire Station that we need to put it in future pre-planning. It was suggested to put in a proportionate amount annually in a capital fund for the Hwy 321/I-26 Fire Station.

- **Registration & Elections - Dean Crepes, Director, Registrations & Elections - Request: Voting Equipment - \$335,530; Book 1, Page 135** - Mr. Crepes presented information regarding future equipment needs of up to \$2 million. He reported all the current voting equipment is in good condition and will need maintenance for 2015 to extend the life of the equipment for the next four to five years. Mr. Crepes said he expects to replace the voting equipment after that for \$2 million. He reported the State recommended in the current fiscal year 2013 that \$5 million to be set aside for new equipment for 2018/19, which was not approved; and again recommended for the upcoming fiscal year 2014 the same request which has not been approved or denied.

Mr. Banning opened the meeting for discussion.

Mr. Mergo said that instead of taking the Administrator's recommendations Council should take the State's recommendation and not approve the funding.

Mr. Crepes replied that as of 2002 the voting equipment was funded by a Fillmore Grant where the Federal Government allocated \$40 million to the State to purchase the system statewide. He reported no funds have

been set aside for next year. Mr. Crepes said he has not briefed the Legislative Delegation precisely on this but they are aware of the situation from the State Elections Commission.

The Committee denied staff's request and recommended Mr. Crepes to make the presentation to the Legislative Delegation about replacing voting equipment.

Mr. Cullum asked if the Registration and Elections office is prepared to handle the 2014 and 2016 elections.

Mr. Crepes responded yes.

- **Community Development - Ron Scott, Director, Community Development - Request: Blue Prince Software Planning & Zoning Module - \$1,116,000; Book 1, Page 25** - Mr. Scott presented information regarding Webtrax replacement and noted that it was in the Administrator's recommended budget. He reported the revenue projection for this year for Community Development is \$1,116,000 for July - June and as of April have already exceeded that by \$118,000. Mr. Scott reported they anticipate they will be 30 percent over revenue projections for this fiscal year through permit fees generated.

Mr. Banning opened the meeting for discussion.

Per the Committee, staff's request remains in the Administrator's recommended budget.

- **Public Works - Wrenn Barrett, Director, Public Works - Request: Swansea Office Renovation - \$83,160; Book 1, Page 50** - Mr. Barrett presented information and a Power Point presentation on renovating the Public Works Swansea District Office; nine employees work out of the Swansea office. Mr. Barrett reported the proposed renovations have been estimated at \$83,150.

Mr. Banning opened the meeting for discussion.

Per the Committee, staff's request remains in the Administrator's recommended budget.

- **Probate Court - Dan Eckstrom, Probate Judge, Probate Court - Request: Software Program - \$35,640; Book 1, Page 96 (Recommended)**

Mr. Banning opened the meeting for discussion.

Staff's request is in the Administrator's recommended budget.

- **Judicial Case Management - Beth Carrigg, Clerk, Clerk of Court - Request: Family Court Case Management System - \$10,135; Book 1, Page 104 (Recommended)**

Mr. Banning opened the meeting for discussion.

Staff's request is in the Administrator's recommended budget

- **Veterans Affairs - Ed Lundeen, Director, Veterans Affairs - Request: Document Management System - \$1,557; Book 1, Page 148 (Recommended)** - one-time cost, no annual maintenance costs.

Mr. Banning opened the meeting for discussion.

Staff's request is in the Administrator's recommended budget

Non - General Fund

- **Solid Waste Administration - Dave Eger, Director, Solid Waste Management**
 - **Request: Household Hazardous Waste Collection Program, - \$32,000; Public Works \$16,000 and SWM \$16,000; Book 2, Page 159 (Recommended)** - this will be a one-time event; residential only; herbicide/pesticide.

Mr. Banning opened the meeting for discussion.

Staff's request is in the Administrator's recommended budget

- **Request: Pub Works Software - \$8,950; Book 2, Page 160 (Recommended)**

Mr. Banning opened the meeting for discussion.

Staff's request is in the Administrator's recommended budget

- **Solid Waste Collection Stations - Dave Eger, Director, Solid Waste Management**
 - **Request: Access Improvements - Sandhills Collection Center - \$281,700; Book 2, Page 164, (Recommended)**

Mr. Banning opened the meeting for discussion.

The Committee recommended staff's request for consideration.

- **Request: Relocate River Chase Collection Center - \$1,785,483; Book 2, Page 165**

Mr. Banning opened the meeting for discussion.

Mr. Banning referred item to the Public Works/Solid Waste Management Committee. Mr. Banning and Mr. Jeffcoat volunteered their Districts for Pilot Program. The Committee suggested discussing during the strategic planning retreat.

- **Request: Expansion of Chapin Collection Center - \$82,450; Book 2, Page 166 (Recommended)**

Mr. Banning opened the meeting for discussion.

Staff's request is in the Administrator's recommended budget; however, the Committee requested do not do anything until they decide what to with curbside service.

- **Landfill Operations - Dave Eger, Director, Solid Waste Management**
 - **Request: Inclement Weather Container Deck - \$105,000; Book 2, Page 172**

Mr. Banning opened the meeting for discussion.

The Committee denied staff's request.

- **Request: Vibratory Compactor Roller - \$178,249; Book 2, Page 173**

Mr. Banning opened the meeting for discussion.

The Committee denied staff's request.

- **Request: Tractor with Slope Mower - \$148,364; Book 2, Page 174;**

Mr. Banning opened the meeting for discussion.

The Committee denied staff's request.

- **Economic Development - Chuck Whipple, Director - Requests: 1) Reclassification - Economic Development Manager to Senior Project Manager - Grade 24 - \$80,408; Book 2, Page 106; and, 2) New Position - Project Manager - Grade 17 - \$65,983; Book 2, Page 107** - Mr. Whipple presented two requests; 1) to reclassify the current unfilled Economic Development Manager to a Senior Project Manager, and 2) create a new Project Manager position.

Mr. Banning opened the meeting for discussion.

Mr. Whipple reported Economic Development has three budgeted positions with one unfilled position, the Economic Development Manager, Grade 24. He is requesting the manager position be reclassified to a senior project manager at the same Grade 24. Mr. Whipple reported the goal for the department in the next four years is to have four fully staffed positions; Director, Senior Project Manager, Project Manager and Administrative Assistant.

The Committee instructed staff to downgrade the current unfilled Manager at a Grade 24 to the position of Project Manager Grade 17. Council will reconsider the Senior Project Manager for the next budget cycle.

Mr. Banning recommended placing staff's request on the consideration list for the May 21st budget meeting.

The County Administrator and Finance department will work on reclassification for the Project Manager.

Executive Session - A motion was made by Mr. Jeffcoat, seconded by Ms. Summers to go into Executive Session to discuss two contractual matters and one personnel matter.

In Favor:	Mr. Banning	Mr. Jeffcoat
	Ms. Summers	Mr. Kinard
	Mr. Townsend	Mr. Collins

Mr. Keisler
Mr. Cullum

Mr. Matthews

Mr. Banning reported out of Executive Session with no motions to be considered.

Ms. Summers and Mr. Collins left following the Executive Session.

The next budget worksession is scheduled for Tuesday, May 14.

Mr. Kinard made a motion, seconded by Mr. Townsend to adjourn.

In Favor:	Mr. Banning	Mr. Kinard
	Mr. Townsend	Mr. Keisler
	Mr. Matthews	Mr. Jeffcoat
	Mr. Cullum	

Absent:	Mr. Collins	Ms. Summers
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Respectfully submitted,

Judy R. Busbee
Assistant to the Clerk

William B. Banning, Sr.
Chairman

Diana W. Burnett
Clerk